

WAUKEGAN TOWNSHIP BOARD MEETING

June 23, 2011

The Regular meeting for the Board of Trustees of Waukegan Township, County of Lake, of the State of Illinois was held at Supervisor's Office located at 149 S. Genesee Street, Waukegan, Illinois on Thursday, June 23, 2011.

The meeting was called to order at 5:30 PM. by Supervisor Patricia Jones and was followed by the Pledge of Allegiance. Trustee McBride led the Members in prayer.

ROLL CALL: Trustee Katherine Rothwell-Francis, Trustee Percy L. Johnson Trustee Jeff McBride, Trustee Charles "Chuck" Willms, Clerk Rose M. Staben, Supervisor Patricia Jones. **ALSO PRESENT:** Attorney John Joanem, Deputy Clerk Demond Edwards, Assessor Pat Morris. **Absent:** Highway Commissioner Mike Hewitt.

Assessor Pat Morris was seated at 5:48 p.m.

Supervisor Jones called for a motion to approve the Agenda for the June 23, 2011 Waukegan Township Board Meeting. Motion by Trustee Willms, second by Trustee McBride. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion to approve the Minutes for the June 9, 2011 Waukegan Township Board Meeting. Motion by Trustee Francis, second by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones called for a motion to approve the Cash-on-Hand as of June 20, 2011. Motion by Trustee Francis, seconded by Trustee Willms. **Discussion:** Trustee McBride asked if the Senior Funds are always larger then the other Funds. Supervisor Jones responded, that at different times it is, depending on the expenditures and depending on the time of the year. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Waukegan Township Cash-on-Hand Report
as of June 20, 2011

Fund	Bank	Balance	Ins/outs
Town Fund	NorStates Checking	276,391.10	
	NorStates Money Market	882,934.18	
	Illinois Funds	368,700.99	
Total Town Fund		\$1,528,026.27	
General Assistance Fund	First Midwest Checking	37,827.18	
	First Midwest Bank M/M	220,228.82	200,000.00 tfr fr chkg
	Illinois Funds	44,285.62	
Total General Assistance		\$302,341.62	

IMRF/FICA Fund	First Midwest Bank	28,481.70	60,000.00 tfr fr chkg
	First Midwest Bank M/M	250,174.44	
	Illinois Funds	49,045.71	
Total IMRF/FICA Fund		\$327,701.85	
Senior Fund	NorStates Financial	19,487.09	250,000.00 tfr fr chkg 60,000.00 tfr fr chkg AND 15,000.00 tfr to Taxi
	NorStates Money Market	270,282.59	
	First Midwest Money Market	85,138.55	
	Illinois Funds	43,970.57	
Total Senior Fund		\$418,878.80	
Total General Township Funds		2,576,948.54	
Road & Bridge	NorStates Financial	141,178.88	
Total Road & Bridge		\$141,178.88	

PPRT Taxes Received since last report -

Town -

R&B -

For the states fiscal year of 7/1/10-6/30/11 we received a total of \$585,427.99 for Town and \$174,366.90 for R & B

Town RE Tax - 6/9	\$284,655.73
Total received to date	\$422,974.83

GA RE Taxes - 6/9	\$242,671.11
Total received to date	\$360,589.16

IMRF/FICA RE Taxes - 6/9	\$57,938.78
Total received to date	\$86,092.22

SEN'R RE Taxes - 6/9	\$254,426.80
Total received to date	\$378,057.15

R&B RE Taxes - 6/9	\$35,891.93
Total received to date	\$53,332.21

Supervisor Jones acknowledged citizens present; None.

Supervisors Report:

Supervisor Jones mentioned that as a result of the weather storm that Park Place has been without electricity for the last two days and will remain closed until the electricity is restored. In the meantime, the Park Place staff will be occupied at the Supervisor's Office.

Supervisor Jones mentioned as a result of the weather storm a huge tree came down on the Staben House driveway entrance and that no one was injured and the tree has been removed.

Supervisor Jones mentioned that Deputy Clerk Edwards recently received his Associates Degree in Business Management. The Board congratulated him.

Supervisor Jones mentioned that it is required by HUD that the Staben House conduct a Lead Risk Assessment Report. The report found some concern areas that will require immediate attention. These areas of concern are being taken care of and should be completed by this following Friday. The deadline for the HUD report is in August.

Supervisor Jones distributed the "Coalition to Reduce Recidivism" agenda dated June 20, 2011. The new president Judy Masterson was sworn in at the meeting. The July-August "Inside/Out" publication will feature the swearing in of the new president and committee. There has been positive feedback with this publication. A phone call was received from Jesse White's office that someone from their office will be attending the September meeting.

Supervisor Jones mentioned that the "Infinity and Beyond" workshop had 69 participants and the "Hired and then What" workshop had 31 participants. The General Assistance clients are required to attend the workshops.

Supervisor Jones mentioned that three other individuals have been hired today and that the company named Challenges Unlimited has hired a total of 23 of the Township referrals within this year.

Supervisor Jones distributed the "Expungement & Sealing" workshop flyer and thanked Attorney Joanem and the NAACP for there involvement with the workshop. The workshop will take place on July 9, 2011 at the Shiloh's Family Life Center. There are 15 classrooms at the center and at this time a total of nine attorneys and 4 to 5 paralegals. The goal is to have one attorney or paralegal for each individual. There will also be testing on hand for blood pressure, HIV and diabetes.

Supervisor Jones distributed the Youth Programs Planning Committee list of names recommended for the Youth Advisory Council.

Supervisor Jones mentioned the Volunteer Appreciation Breakfast to be held on June 25, 2011 at 9:00 a.m. at Bonnie Brook. Asked the Board to make their reservation and said that at this time there are 120 people attending.

Supervisor Jones mentioned the NATaT Conference to be held on September 6-8, 2011 in Washington D.C. and asked the Board to contact Ms. Ortiz for reservations.

Supervisor Jones mentioned the Independence Day Festival to be held on July 3, 2011 at 1:00 p.m. Ask the Board to be present between 12:00 and 12:30 p.m. for parade line up.

Supervisor Jones mentioned the TOI Annual Conference to be held on November 6-8, 2011 in Springfield and asked the Board to contact Ms. Ortiz for reservations.

Supervisor Jones mentioned the Senior Prom. Trustee Francis said that event was well attended and everyone seem to have a great deal of fun. The people that participated in the contest were really funny and enjoyed themselves and Trustee Francis danced the twist. Clerk Staben said that the event was worth more then the \$10.00 cost. The dinner, entertainment and MC were great. Everyone at the table enjoyed themselves. Supervisor Jones said that Emma and Hector Rodriguez were crowned queen and king.

Supervisor Jones distributed the Waukegan Township Family Day flyer. The event will be held on July 9, 2011 at 2:00 p.m. -5:00 p.m. at Roosevelt Park. A grant was provided by the Exchange Club of Waukegan.

Supervisor Jones distributed the Waukegan Township, Illinois Free Discount Prescription Card and gave extra cards out to the Board to share with others. At the end of the month a report will show the amount of savings.

Highway Commissioner's Report.

Assessor's Report.

Assessor Morris distributed a Second Lease Amendment for the Assessor's office sent to him from the landlord and asked Attorney Joanem to review the material before any action is taken. The lease will be expiring on September 01, 2011. Trustee Willms asked what was the rent amount. Assessor Morris said that it is currently \$3,600.00 and that he would be willing to talk with the landlord about not increasing the rent. Assessor Morris also distributed a 10-Year Rent History/5-Year Proposal sheet he prepared showing the office monthly expenses. Trustee Willms asked if we will be liable within the lease in the case the Assessor position is eliminated per pending legislation. Assessor Morris said that he would discuss this with Attorney Joanem and thought that Attorney Joanem included an escape clause in the previous agreement to cover that possibility. Supervisor Jones said that she would like to see a zero percent (0%) increase in rent and asked Assessor Morris to get back to the Board at the following Board meeting.

Assessor Morris distributed a sheet titled "Why Are Our Taxes So High??" The sheet listed nine tax generators, with the tax dollars paid in 2009 to 2010. He said that he gave a presentation to the Waukegan City Council relating to the high taxes. Also, distributed a sheet titled "My Assessment Went Way Down-Why Didn't My Taxes Go Down! !!" It stated that "assessments for 2010 on most of Waukegan properties were decreased by 10% to 14% and that Taxes for 2010 on most Waukegan properties are down by only about 0% to 4%."

Executive Session: None

Supervisor Jones requested a motion for the approval of agenda item #13, Payroll

period ending May 20, 2011 in the amount of \$87,321.70. Motion by Trustee Francis, seconded by Trustee Johnson. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of agenda item #14, approval of the following invoices: Invoices for Town Fund in the amount of \$5,096.06; Invoices for G/A Fund/Staben Center in the amount of \$2,579.49; Invoices for G/A Fund/Staben House in the amount of \$565.61; Invoices for Town Fund/Assessor's Office in the amount of \$3,754.70; Invoices for Road and Bridge / Highway Department in the amount of \$1,723.36; Invoices for Senior Fund/Park Place in the amount of \$16,773.82; Invoices for Senior Fund/Gift Shoppe in the amount of \$127.45; Invoices for Home Sweet Home in the amount of \$2,410.98. Motion by Trustee Francis, second by Trustee Willms for the approval of submitted invoices. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

Supervisor Jones requested a motion for the approval of agenda item #15, Paid Bills submitted after June 9th Board Meeting in the amount of \$25,072.20. Motion by Trustee Johnson, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Paid Bills
June 23, 2011**

The following is a list of bills that were paid after the board meeting of June 9, 2011, but before the meeting June 23, 2011

Purpose	Payee	Amount
Senior Fund		
Total Senior Fund		\$0.00
G/A Fund		
6/10-6/22	General Assistance Client Payments	\$23,223.16
	Payments made on behalf of GA Clients	
Total G/A Fund		\$23,223.16
R & B Fund		
Total R & B Fund		\$0.00
Town Fund		
6/15/2011	North Shore Youth Life & Learning	\$1,500.00
	Youth Program Funding	
6/20/2011	Petty Cash	\$138.06
	Misc. Petty Cash Reimbursement	
6/10-6/22	Client Payments - RRR	\$210.98
	Payments made on behalf of RRR Clients	
Total Town Fund		\$1,849.04

Total all checks paid prior to board meeting

\$25,072.20

Supervisor Jones requested a motion for the approval of agenda item #16, Emergency Bills submitted for the June 23rd Board Meeting in the amount of \$1,100. Motion by Trustee Willms, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

**Emergency Payments
Board Meeting of 6/23/11**

The following is a list of bills that were submitted after our cutoff but must be approved at the meeting of June 23, 2011

Date	Purpose	Payee	Acct No.	Amount
Senior Fund				
Total Senior Fund				\$0.00
Town				
Total Town				\$0.00
G/A Fund				
6/23/2011	Painting - SH (Lead Inspection)	Josue Perez		\$1,100.00
Total G/A Fund				\$1,100.00
Gift Shop				
Total Gift Shop				\$0.00
Road & Bridge Fund				
Total Road & Bridge				\$0.00
IMRF Fund				
IMRF Fund				\$0.00
Total All Funds				\$1,100.00

Action Items:

Supervisor Jones requested a motion for approval to accept the names listed for the Youth Advisory Council. Motion by Trustee McBride, seconded by Trustee Francis. **Ayes:** Trustee Francis, Trustee Johnson, Trustee McBride, Trustee Willms, Supervisor Jones. **Nays:** None. **Motion carried.**

New Business: None.

Old Business: None.

Announcements:

Clerk Staben said that she will be going into same day surgery on Friday and asked the Board to keep her in their prayers.

Trustee Johnson mentioned that the New Hope Missionary Baptist Church will be celebrating its 70th year Church Anniversary. The guest speaker will be Curtis L.

Collier to be held on June 26, 2011. A banquet will be held on July 22, 2011 at the Ramada Inn. Supervisor Jones distributed a flyer for the anniversary.

Supervisor Jones mentioned that there will be a surprise birthday party for her mother's 83rd birthday. The party will be held at Shiloh Baptist Church on July 10, 2011 with the worship service at 10:30 a.m. and the dinner celebration at 1:00 p.m. and asked for a Resolution from the Board to be presented that day.

Comments/Concerns-Trustees:

Trustee Francis asked if we were to send a donation to the TOIPAC Club Member individually or as a group. Trustee Johnson said that he would like to be a part of sending a donation. Supervisor Jones said that the Board should send in their individual check.

Trustee McBride asked where was the storm debris taken. Supervisor Jones said that he would have to ask Commissioner Hewitt. Trustee McBride said that the city would take it to the Public Works yards and then shred it. Supervisor Jones asked as residents, could the Township get some of the shredded material. Trustee McBride said to contact the Public Works.

Trustee McBride mentioned that he has been following the redistricting of the County and its remapping and that it was a setback to see sitting County Board members having to go against one another for upcoming elections.

There being no further business to come before the Board, Supervisor Jones adjourned the June 23, 2011 meeting at 6:30 p.m.

PATRICIA JONES, Township Supervisor

ROSE M. STABEN, Township Clerk